Green Procurement

Environmental Training Symposium

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Goals for This Class

- Understand what makes some products “green” and why we have mandatory preference programs for them
- Recognize the different types of products that are part of the Green Procurement Program (GPP)
- Know what you need to do to support the GPP
- Know where to go to find the lists of products that are covered by the GPP
- Be able to use these lists and other resources to choose green products meeting GPP requirements

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We will cover…

- What is Green Procurement?
- Why do we have Green Procurement?
- How does it interact with your base's Environmental Management System (EMS)?
- What does GPP apply to?
- How do I "do" GPP?
  - Policy and Planning
  - GPP requirements for each program element
- Summary and Questions

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What is Green Procurement?

- "The purchase of environmentally preferable products and services in accordance with Federally-mandated 'green' procurement preference programs"
- GPP is an umbrella program covering six mandatory procurement preference programs, and one voluntary program
  - One mandatory program element is Affirmative Procurement
- All of the GPP program elements are already being executed
  - No organizational responsibilities will change as a result of the GPP standing up
  - Goal is to consolidate these programs under EMS for highest efficiency – build understanding of all the required purchasing programs at once, instead of piecemeal
  - Responding to the new DoD GPP Strategy, August 2004

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What makes a product environmentally preferable?

Less toxic

Conserves energy or water; reduces our dependence on petroleum

Avoids ozone depletion or global warming

Resource Efficient: made with recycled or biobased materials

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Why Green Procurement?

- It's the law!
- Federal purchasing power: over $250 billion/year
  - DoD spent over half of this money
  - We can be good environmental stewards and drive the markets to make more environmentally preferable products
- Product performance is another good reason
  - Green products can be more durable and need less maintenance (example: recycled plastic restroom partitions)
  - Green products can reduce toxic exposure for AF personnel (example: biobased building materials and cleaning products)
  - Green products can cost less (example: retread tires, re-refined motor oil)
  - Green products can have lower life cycle costs (example: plastic lumber decking and fencing materials)

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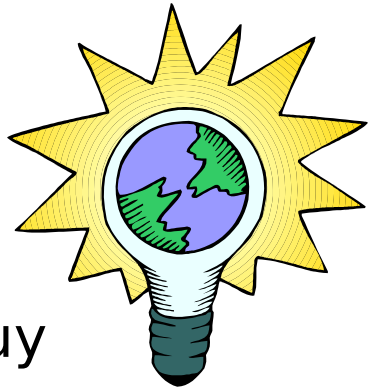
Using GPP to Improve Mission Performance

- Replacing hazardous materials up front reduces the amount of hazardous waste we have to manage and pay for later
  - Cost and liability are reduced
  - Manpower is freed up for mission related tasks
- Buying products and designing buildings that are energy and water efficient reduces utility bills and reduces regional air and water discharges
  - Can free up air emissions "headroom" for mission requirements

What are the requirements for government purchasers?

- Check to see which products you buy are covered under the Green Procurement Program
  - They are described on the following slides
  - Just about everyone uses one or more of them
- Know what the regulatory requirements are for the GPP items that you buy
  - Lists from EPA, USDA, Federal Energy Management Program / Energy Star
- Buy products meeting these requirements unless an exemption applies



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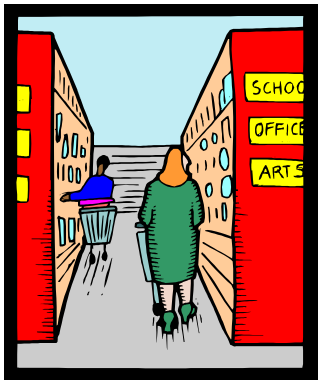
What does GPP apply to?

- Simply put…GPP applies to everything your base buys, no matter how you buy it or who buys it
  - Commodity purchases
  - Construction contracts
  - Service contracts
  - Government Purchase Cards (GPC)
  - Air Force personnel
  - Air Force contractors
  - The dollar value of the purchase is irrelevant



- GPP NEEDS A TEAM EFFORT: purchasers, Contracting Officers, project managers, GPC holders, materiel control, environmental management

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GPP Policy

- DoD GPP Policy and Strategy, August 2004
  - "The DoD goal is to achieve 100% compliance with mandatory Federal GPP programs in all acquisition transactions. This goal applies to all acquisitions from major systems programs to individual unit supply and service requisitions."
  - "Each organization initiating contracting/procurement actions or credit card purchases is responsible for complying with GPP purchasing mandates."

- New USAF policy memo being finalized – replace APP with GPP and incorporate the other mandatory GPP programs
- Engineering Technical Letter (ETL) 00-1: EPA Guideline Items in Construction and Other Civil Engineering Specifications
  - EPA recycled-content items, biobased, energy efficient and other environmentally preferable products

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Building the GPP

- All bases have an Affirmative Procurement Program
- Need to re-name the APP as “GPP” and expand it to include the other program elements
- Mandatory program elements are:
  - Recovered Materials (formerly AP)
  - Biobased Products
  - Energy and Water Efficient Products
  - Alternatively Fueled Vehicles (AFV), alternative fuels, and fuel-efficient vehicles
  - Non-Ozone Depleting Substances
  - EPA Priority Chemicals
- Voluntary program element:
  - Environmentally Preferable Purchasing (EPP)

Including GPP In Your EMS

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- **Policy :**
  - Write a base policy for GPP
- **Planning :**
  - Identify green procurement as a significant environmental aspect in the base EMS
  - Establish the base GPP Team
  - Turn the AP Plan into a GPP Plan

- **Implementation and Operation :**
  - Train Contracting, Engineering, GPC holders and others as appropriate
  - Establish procedures, forms, communication strategies
- **Checking and Corrective Action :**
  - Use ECAMP, GPC audits, Metrics data to check progress
- **Management Review :**
  - Annual checkup, make any necessary course corrections

GPP Management Actions

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- The GPP Plan should include:
  - Your base's GPP policy, goals and targets
  - General responsibilities for each organization
  - Action plan to meet the GPP targets
  - Procedures for training all affected personnel
  - Internal and external communication strategies
  - Description of your base's processes and forms
  - Methods for processing and filing documentation
  - Brief summary of metric data collection procedures
  - Strategy for using data to assess progress toward goals
  - A process for periodically updating the plan when requirements or operating conditions change
- All of these program management issues are discussed in detail in the online *AF Guide to Green Purchasing*

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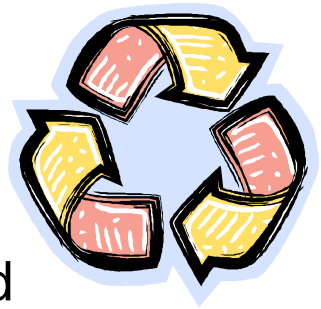
#1. Recovered Materials (CPG)

- Legal Basis: RCRA Section 6002, EO 13101, and FAR Parts 11.303, 12.301(e)(3), 13.201, 23.4, and 36
- What's Required: Purchase EPA-designated recycled content products (the CPG List – *Comprehensive Procurement Guidelines*)
  - The Air Force has adopted EPA's recommended content levels as *requirements*
  - www.epa.gov/cpg/products.htm
- What to Buy Green:
  - Printer and copier paper; a long list of other office supplies; items used in building construction, renovation, maintenance; items used in service contracts – custodial, printing, grounds maintenance; vehicle fleet maintenance items



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Where are CPG items used?

- Admin Facilities: printing and writing paper, folders, envelopes, binders, clipboards, toner cartridges, desk accessories, trash cans and recycle bins, awards and plaques
- Housing: playground equipment and surfaces, outdoor furniture
- Shops: engine coolants, engine oil, retread tires, traffic cones, barricades, parking stops, sorbents, pallets, blasting grit, industrial drums
- Construction: insulation, carpet, latex paint, fiberboard, restroom partitions, concrete, mulch, plastic safety fencing
- Custodial Contracts: trash bags, sanitary tissue products
- Grounds Maintenance: compost, mulch, garden hoses, garden edging, landscaping timbers
- Reproduction Contracts: paper, printer ribbo and toner cartridges

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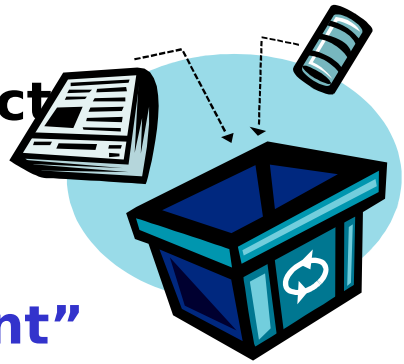
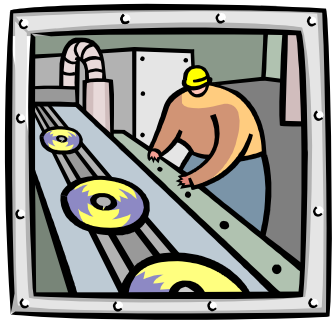
Understanding the CPG Requirements

- **To understand EPA's requirements, you need to understand some definitions first:**
  - **"Postconsumer content" is the amount of material in the product that was used by a consumer and then recycled**



  - **"Total recovered material content" is the total amount of material in the product that was recycled, or**



from being disposed as waste - regardless of its source

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Examples of EPA Requirements for CPG Products

Product	Material	Postconsumer Content (%)	Total Recovered Materials Content (%)
Rock Wool	Slag	--	75
Fiberglass	Glass Cullet	--	20-25
Cellulose Loose-Fill and Spray-On	Postconsumer Paper	75	75
Perlite Composite Board	Postconsumer Paper	23	23
Plastic Rigid Foam, Polyisocyanurate/ Polyurethane:			
Rigid Foam	--	--	9
Foam-in-Place	--	--	5
Glass Fiber Reinforced	--	--	6
Phenolic Rigid Foam	--	--	5
Plastic, Non-Woven Batt	Recovered and/or Postconsumer Plastics	--	100

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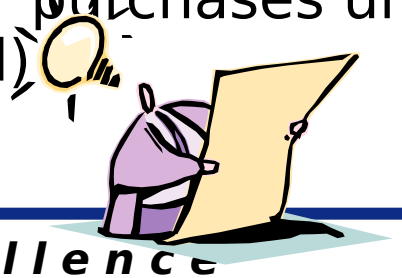
Recovered Materials - Exemptions

- FAR 23.505: The Contracting Officer shall place a written justification in the contract file if an acquisition of CPG items does not meet EPA content standards
- Exemptions are okay if the product cannot be acquired:
  - Competitively within a reasonable period of time
  - At reasonable prices; or
  - To reasonable performance standards in the specifications
- "Unreasonable price" = costs more than a comparable non-recycled product
  - Judgment call; the purchaser may choose to pay more if the product has environmental or operational benefits, or a good life-cycle cost
- No written justification is required for purchases under $2,500 (the micropurchase threshold)



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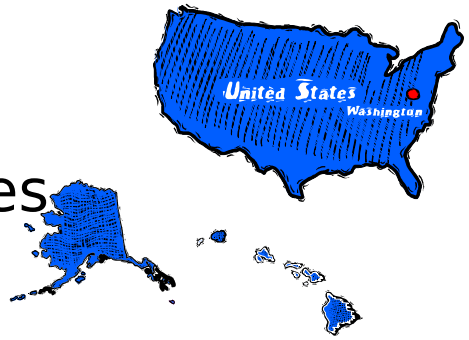
Recovered Materials - Enforcement

- Installations can get enforcement actions from EPA or State h inspecto

- EPA's 12 May 99 guidance encourages RCRA inspectors check for AP compliance during multimedia inspections. Inspectors may use:
  - A questionnaire about the base's AP program
  - Inspections at vehicle maintenance shops
- Notices of Violation can be issued
  - These NOVs must be reported to HQ as "open enforcement actions," but no penalties can be assessed by EPA for an AP violation

More on CPG Applicability



- Overseas Installations
  - Alaska, Hawaii and U.S. territories are included and must have buy-recycled programs
  - CPG requirements don't apply to facilities and posts in foreign countries, except for purchases made in the U.S. for shipment overseas
- Non-Appropriated Funds Activities
  - Must participate in the installation program
  - 40 CFR 247 says that AP requirements apply to Federal agencies whether or not they are using appropriated funds for procurement

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#2. Biobased Products

- Legal Basis: Farm Security and Rural Investment Act of 2002 ("Farm Bill") and FAR Part 23.703
- What's Required: Purchase biobased items as they are designated by the USDA
  - The biobased item list is a work in progress - but we should go ahead and "buy bio" while waiting for the rules. For USDA program updates and background information see:

    www.biobased.oce.usda.gov/public/index.cfm

- What to Buy Green:
  - Office products; printing products; vehicle fleet maintenance products; construction products; janitorial and landscaping products
  - See the Biobased Supercenter for product information www.thefarmdepot.com/tfd/bma/departments.jsp

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Examples of Biobased Products

- Absorbents/Adsorbents
- Adhesives
- Alternative Fuels
- Starch-based Plastics
- Construction Materials
- Inks
- Landscaping Materials
- Lubricants and Functional Fluids
- Paints and Coatings
- Personal Consumer Items
- Solvents and Cleaners
- Tree-free Paper and Packaging

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Where could Biobased Products be Used?

- Construction Contracts

  Building panels, composite countertops, flooring, concrete form release agents

- Service Contracts

  Custodial: cleaning products

  Grounds maintenance: erosion mats, compost

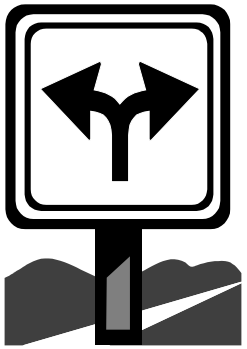
  Printing: papers and inks

- Shops

  Transportation: lubricants, windshield washer fluid, antifreeze, absorbents

  Metal working: cutting fluids, absorbents

“Conflicts” between GPP Lists



- There will be some overlap between the CPG recycled-product list and the USDA biobased item list
- Purchases that are subject to the CPG do not have to satisfy the biobased product requirements
  - But you don’t automatically have to follow the CPG only
  - Look at costs, benefits and performance of both products and choose the one with the best overall value

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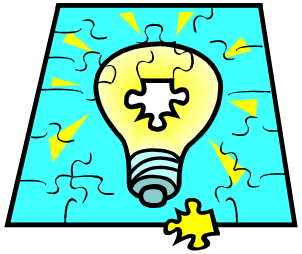
#3. Energy Efficient Products

- Legal Basis: Energy Policy Act (EPACT), EO 13123, EO 13221, and FAR Part 23.202
- What's Required: Reduce energy use, buy energy efficient products, increase the use of renewable energy, conserve water
- What to Buy Green:
  - Energy and water conserving products (mandatory)
    - Federal Energy Management Program (FEMP) energy efficiency criteria are established for a wide range of products
    - Energy Star® rating for products in the top 25% for energy efficiency - *not automatic* – the manufacturer must apply for the rating
    - Low Standby Power electronic products also designated by FEMP
    - Products supporting water conservation BMPs
  - Renewable energy (encouraged)
    - "green power" from utilities – wind, solar, others
    - equipment for generating renewable power onsite



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Examples of Energy and Water Efficient Products

- Heating, Ventilating and Air Conditioning (HVAC) systems
  - chillers, boilers, air conditioners, heat pumps, furnaces
- Commercial and residential appliances
  - beverage vending, food service, clothes washers
  - room AC, refrigerators, freezers, dishwashers, clothes washers
- Construction materials
  - windows, roof products, doors, skylights
- Pumps, motors and transformers
- Lighting products
  - exit signs, fluorescent lamps and ballasts, industrial luminaires, lighting controls
- Electronic equipment – efficient while operating and also in standby power mode
  - computers, monitors, printers, copiers, fax machines
- Water efficient products
  - faucets, showerheads, spray valves, toilets and urinals

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Criteria for Energy Efficient Products

- FEMP energy and water efficiency criteria, cost effectiveness information and buyer tips are online at www.eere.energy.gov/femp/technologies/eep_eerecommendations.cfm
- Energy Star® qualified product listings are online at www.energystar.gov/products
- Energy Star® can also be awarded to whole buildings www.energystar.gov/index.cfm?c=government.bus_government
  - commercial and residential programs
  - based on energy performance compared to other buildings
- Low Standby Power product criteria and buyer information for office equipment, audio/video products www.eere.energy.gov/femp/technologies/eep_standby_power.cfm

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#4. AFVs, Alternative Fuels and Fuel Efficient Vehicles

- Legal Basis: EPACT and EO 13149
- What's Required:
  - 75% of vehicles acquired by Federal fleets must be AFVs
  - By the end of 2005, we must use alternative fuels to meet a majority of the fuel requirements of those AFVs
    - Use commercial fueling facilities
    - Buy, lease, contract for, or build our own fueling facilities
  - Increase the average EPA fuel economy ratings of passenger cars and light trucks – 1 mpg by 2002, at least 3 mpg by 2005

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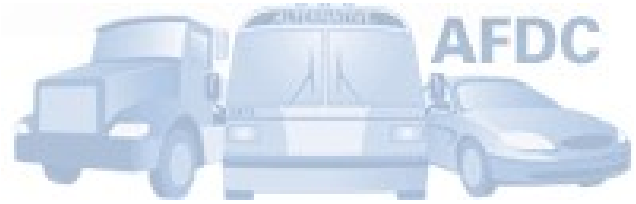
#4. AFVs, Alternative Fuels and Fuel Efficient Vehicles

- What to Buy Green:
  - AFVs - sedans, pickup trucks, sport utility vehicles, vans, shuttle buses, medium-duty vehicles (such as delivery trucks), heavy-duty buses, and heavy-duty trucks
  - Fuels – biodiesel, ethanol, hydrogen, natural gas, propane, electricity
  - Advanced Technology Vehicles – fuel cells, hybrid drives
- For more information:
  - Alternative Fuels Data Center www.eere.energy.gov/afdc/
  - Alternative Fuels Information Station www.desc.dla.mil/DCM/DCMPage.asp?PageID=591
  - Advanced Technology Vehicles www.eere.energy.gov/cleancities/atv/



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#5. Non-Ozone Depleting Substances

- Legal Basis: Clean Air Act, EO 13148, FAR Part 23.8
- What's Required: Find alternatives to use of Class I and Class II ODS. Purchase alternative products from the EPA Significant New Alternatives Program (SNAP) list
- What to Buy Green:
  - Refrigerants, foam insulation, cleaning solvents, fire suppressants, aerosol solvents and propellants, sterilants, adhesives, coatings and inks
  - These products are used in construction/maintenance, metals cleaning, electronic cleaning and precision cleaning, and fire suppression systems

- SNAP Lists: www.epa.gov/ozone/snap/fact.html

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#6. EPA Priority Chemicals

- Legal Basis: EO 13148, FAR Part 23.703
- What's Required: Develop and support goals to reduce usage of EPA-designated chemicals by 50% by December 31, 2006
- What to Buy Green:
  - The priority chemicals are cadmium, lead, PCB, mercury, and naphthalene
  - The P2 Program focuses on finding alternatives for these and other hazardous chemicals
  - AFCEE's PROACT service can help Air Force personnel and their contractors identify substitute products. Contact them at DSN 240-4215, (800) 233-4356, pro-act@brooks.af.mil or www.afcee.brooks.af.mil/pro-act/

Products containing the EPA Priority Chemicals

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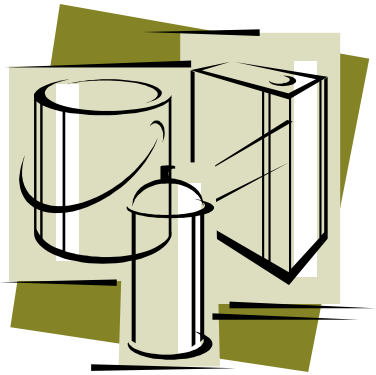
- Cadmium is in batteries, plastics, plating on aircraft parts, and in some paints
- Lead is in batteries, ammunition, metal solder and pipes, X-ray shielding, and some paints
- PCBs are in transformers, capacitors and other electrical equipment. For a list of PCB trade names, see www.epa.gov/toxteam/pcbid/trade



- Mercury is in some batteries, thermostats, cameras, cathode tubes, calculators and small appliances, medical laboratory chemicals, mercury vapor lamps, thermometers and barometers, electrical switches, hearing aids, and common household cleaners
- Naphthalene occurs naturally in fuels, including JP-8. Its major commercial use is in PVC manufacturing. Major consumer uses are moth repellents and toilet deodorant blocks

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#7. EPP (Voluntary)

- EO 13101 and FAR Part 23.703 encourage the use of all types of environmentally preferable products
  - Products meet legal requirements plus: recyclable, non-toxic, low in VOC emissions, reduced packaging, certified sustainable, produced locally, etc…
  - Product selection should consider performance, life-cycle cost, and the environment
  - Do a written determination if choosing a non-recycled product that's on EPA's CPG list (for purchases over $2,500)
  - Tools including EPA Guiding Principles, EPP briefing, pilot project results and EPP Product Database: www.epa.gov/opptintr/epp

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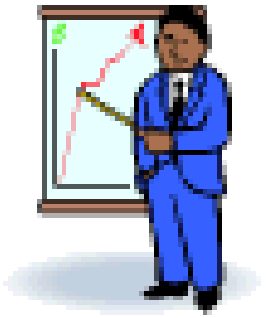
Metrics and Reporting

- Three DoD metrics for GPP include:
  - The number of contracts that successfully acquire EPA designated products. Data comes from FPDS and is input on DD Forms 350 by the Contracting office
  - The purchase of indicator items – sanitary tissue, toner cartridges, concrete, landscaping timbers, park benches/picnic tables, traffic barricades, re-refined oil, signage (using data from DLA ERLS system)
  - The number of contracting personnel trained on GPP
- All reporting is done at the HQ USAF level
- The GPP Team self monitors the program
  - Do an annual check to make sure the GPP plan is up-to-date, all required actions are being taken, and the program is working
- Bases should still review their metric data to make sure performance meets GPP goals



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Summary

- Products are “green” because of their reduced impacts on the environment and our health
  - Resource efficient: recycled content, biobased
  - Energy and water efficient, or alternatives to petroleu
  - Less toxic and non-ozone-depleting
- The six GPP programs are mandatory because of various laws and the FAR
- Each of these programs has an associated group of products that AF personnel AND their contractors must “buy green”
- Everyone who buys products and services, or writes contract specifications or work statements, is responsible for meeting the GPP requirements
- We do this by reviewing the product lists, seeing what we buy that is on the lists, and buying products that meet the requirements
- EPP is a voluntary program to take our purchasing practices beyond the legal requirements – providing even more benefit to health, safety and our environment

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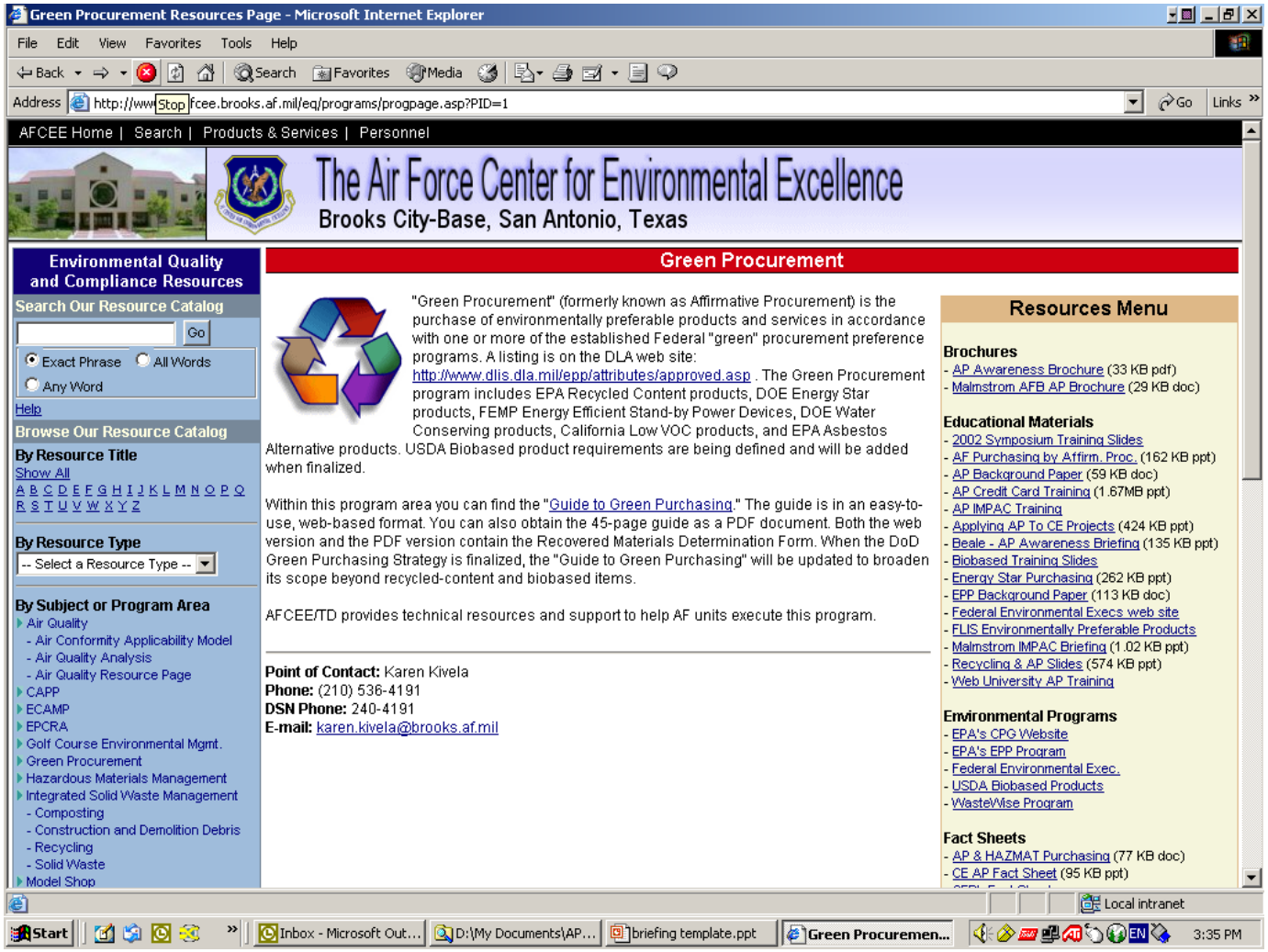
Green Procurement Resources Page - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address http://www.afcee.brooks.af.mil/eq/programs/progpage.asp?PID=1
AFCEE Home | Search | Products & Services | Personnel
The Air Force Center for Environmental Excellence
Brooks City-Base, San Antonio, Texas
Environmental Quality and Compliance Resources
Search Our Resource Catalog
Browse Our Resource Catalog
By Resource Title
By Resource Type
By Subject or Program Area
Air Quality
CAPP
ECAMP
EPCRA
Golf Course Environmental Mgmt.
Green Procurement
Hazardous Materials Management
Integrated Solid Waste Management
Composting
Construction and Demolition Debris
Recycling
Solid Waste
Model Shop
Green Procurement
"Green Procurement" (formerly known as Affirmative Procurement) is the purchase of environmentally preferable products and services in accordance with one or more of the established Federal "green" procurement preference programs. A listing is on the DLA web site: http://www.dlis.dla.mil/epp/attributes/approved.asp . The Green Procurement program includes EPA Recycled Content products, DOE Energy Star products, FEMP Energy Efficient Stand-by Power Devices, DOE Water Conserving products, California Low VOC products, and EPA Asbestos Alternative products. USDA Biobased product requirements are being defined and will be added when finalized.
Within this program area you can find the "Guide to Green Purchasing." The guide is in an easy-to-use, web-based format. You can also obtain the 45-page guide as a PDF document. Both the web version and the PDF version contain the Recovered Materials Determination Form. When the DoD Green Purchasing Strategy is finalized, the "Guide to Green Purchasing" will be updated to broaden its scope beyond recycled-content and biobased items.
AFCEE/TD provides technical resources and support to help AF units execute this program.
Point of Contact: Karen Kivela
Phone: (210) 536-4191
DSN Phone: 240-4191
E-mail: karen.kivela@brooks.af.mil
Resources Menu
Brochures
- AP Awareness Brochure (33 KB pdf)
- Malmstrom AFB AP Brochure (29 KB doc)
Educational Materials
- 2002 Symposium Training Slides
- AF Purchasing by Affirm. Proc. (162 KB ppt)
- AP Background Paper (59 KB doc)
- AP Credit Card Training (1.67MB ppt)
- AP IMPAC Training
- Applying AP To CE Projects (424 KB ppt)
- Beale - AP Awareness Briefing (135 KB ppt)
- Biobased Training Slides
- Energy Star Purchasing (262 KB ppt)
- EPP Background Paper (113 KB doc)
- Federal Environmental Execs web site
- FLIS Environmentally Preferable Products
- Malmstrom IMPAC Briefing (1.02 KB ppt)
- Recycling & AP Slides (574 KB ppt)
- Web University AP Training
Environmental Programs
- EPA's CPG Website
- EPA's EPP Program
- Federal Environmental Exec.
- USDA Biobased Products
- WasteWise Program
Fact Sheets
- AP & HAZMAT Purchasing (77 KB doc)
- CE AP Fact Sheet (95 KB ppt)
Local intranet
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Inbox - Microsoft Out...
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briefing template.ppt
Green Procuremen...
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NEW FOR 2005:

- These briefing slides
- GPP Brochure
- Environmental Program links
- Fact Sheets
- ***Guide to Green Purchasing***
- Information Services -including ***"BuyGreen" list server subscription info***
- "GoLearn" Training Info